

FREDERICKSBURG SEWER & WATER AUTHORITY
MEETING MINUTES
March 19, 2018

Chairman Jim Heisey called the meeting to order at 6:30 pm.

ROLL CALL

Roll call was taken by Secretary Lori Poorman. Jim Heisey, Rick Rudy, Beverly Martel, Kevin Helms, Dale Bevans and Tom Demler of the Board were present. Jeff Steckbeck, Tony Fitzgibbon, Kevin Snader and Lori Poorman were also present.

COMMENTS/COMPLAINTS

None

MEETING MINUTES

Mrs. Martel made a motion to accept the meeting minutes as written. Mr. Bevans seconded the motion and the meeting minutes were accepted by the Board without objection.

TREASURER'S REPORT

Bills Payables - The payables were presented to the Board for approval to be paid in the amounts of \$29,395.41 from the Sewer Fund and \$115,812.43 from the Water Fund. Mr. Bevans made a motion to pay the bills. Mr. Helms seconded the motion and the Board voted in favor of the motion.

Financial Statement – The financial statement was presented to the Board for approval. Mr. Rudy made a motion to accept the financial statement, pending audit. Mr. Demler seconded the motion and the Board voted for the acceptance of the financial statement as presented, pending audit.

OFFICE MANAGER'S REPORT

Ms. Poorman reported that two liens had been satisfied.

Ms. Poorman reported that she spoke with LEVCO regarding the Authority's account and explained how security deposits and prepaid rents were handled as well as the differences in the beginning balances. Additionally, the Authority should receive a check in the beginning of April from LEVCO. Mr. Fitzgibbons will review the management fee taken by LEVCO 2-23-18 with Ms. Poorman.

OPERATION MANAGER'S REPORT

Mr. Snader reported that hydrant flushing is scheduled for March 30, 2018.

Mr. Snader reported that new water meters are being installed.

Mr. Snader reported that the Volute Dewatering Press is in operation since 2-19-18 and he reported on the cost/saving to operate the Press.

Mr. Snader reported that the WWTP was operating fine since the electrical room flooded and he had ordered some parts and was waiting for repair estimates. Mr. Heisey asked Mr. Snader prepare purchase orders.

ENGINEER'S REPORT

Mr. Steckbeck reported that he had met with Bell & Evans regarding the expenses of new water sources to the Authority and that Mr. Sechler indicated that he would like to reconvene the negotiations of a new water agreement within the next two weeks.

SOLICITOR'S REPORT

Mr. Fitzgibbons provided the Board with a copy of the letter which he sent to Full Circle Mountain, LLC.

Mrs. Martel made a motion to terminate the Full Circle Mountain EDU reservation agreement and waive the debt of \$82,474.30 currently showing on the Authority books pending additional adjustments. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

OLD BUSINESS

None

NEW BUSINESS

None

COMMITTEE REPORTS

Budget Committee

Mr. Heisey reported that the committee will meet sometime in April

Building Committee

Mr. Bevans reported that he had contacted Krall Heating to schedule installation of the mini split units at the office.

Operations Committee

Mr. Demler reported on an Operations meeting held on 3-8-18.

Mr. Demler made a motion to purchase a O'Haus Balance for under \$2,000.00. Mr. Rudy seconded the motion and the Board voted in favor of the motion.

COMMENTS/COMPLAINTS

None

ADJOURNMENT

Mr. Rudy made a motion to adjourn the meeting. Mr. Helms seconded the motion, and the Board voted in favor for the motion to be carried. The meeting was adjourned at 7:37 p.m.

**Respectfully submitted,
Lori Poorman
Office Manager**